



DEPARTMENT OF THE NAVY

NAVAL RESERVE READINESS COMMAND

REGION ELEVEN

NAVAL AIR STATION

5100 JEFFERSON BLVD., BLDG. 11

DALLAS, TX 75211-3302

REDCOMREG11INST 4100.1C

N4

30 DEC 1995

COMNAVRESREDCOMREG ELEVEN INSTRUCTION 4100.1C

Subj: Energy Conservation Management

Ref: (a) CPNAVINST 4100.5D
(b) COMNAVRESFORINST 4100.2B
(c) NAVRESREDCOMREG11INST 11010.1E

Encl: (1) Energy Conservation Measure

1. Purpose. To provide policy and guidance on energy conservation for all activities within the responsibility of Naval Reserve Readiness Command, Region Eleven.

2. Cancellation. COMNAVRESREDCOMREG11INST 4100.1B

3. Background. Public Law 100-615 and Executive Order 12759 have mandated a minimum of 20 percent reduction in energy usage in federal buildings from FY95 to FY00. In addition, specific energy shortages and escalating energy prices have imposed a critical impact upon the Navy's ability to achieve its goals and mission responsibilities. The Navy continues its aggressive energy conservation program in order to meet the above challenges. Reference (a) consolidates continuing policy and guidance for the Navy's conservation program. Reference (b) provides further guidance to assist Naval Reserve activities. Reference (c) provides guidance for submission of project requests to accomplish items included in enclosure (1) that are beyond local funding ability.

4. Policy. Enclosure (1) is a consolidation of Navy energy conservation methods tailored specifically to Naval Reserve activities.



REDCOMREG11INST 4130.1C

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5. Action. All NAVRESCEN personnel shall comply with enclosure (1). The term NAVRESCEN shall include all NAVMARCCORESREDCENS and NAVMARCCRESCENS within REDCOM 11.


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Distribution: (REDCOMREG11INST 5216.1N)
List B-2



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1. Readiness Commander's Commitment. The Commander, Naval Reserve Readiness Command Region Eleven, is fully committed to a viable and active energy conservation program. Accordingly,

a. An Energy Conservation Officer (ECO) shall be appointed by the NAVRESCEN Commanding Officer, and an Energy Conservation management Committee (ECMC) will be established which will utilize the guidance provided in reference (b). Membership is to be comprised of:

(1) Commanding Officer

(2) Energy Conservation Officer (recorder)

(3) Senior Enlisted Advisor

(4) Representative from tenant (or host) commands as applicable.

(5) Selected Reserve personnel involved in areas of energy conservation.

b. The ECMC shall meet quarterly or more often, if required. Minutes will be taken and a file maintained by the ECO. A copy of the minutes will be forwarded to REDCCM 11 (N4).

c. The NAVRESCEN ECC shall monitor energy usage on a continuing basis utilizing Defense Utilities Energy Reporting System (DUERS) reports in graph/chart form for presentation at the ECMC quarterly meeting.

d. Develop and implement an energy conservation management program. This program will be updated on a continuous basis as new ideas originate or as new directives dictate.

2. Personnel Awareness. The most important element in a comprehensive energy conservation program is acceptance and active participation by assigned personnel. Energy conservation information shall be provided to all personnel on a continuing basis.

a. Energy conservation tips shall be provided in the Plan of the Month.

Enclosure (1)



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b. Energy conservation posters shall be conspicuously displayed.

c. Promotional material, recommended by the Department of Energy, shall be procured and distributed to the ECMC by the ECC.

3. Monitoring. The command's ECMC shall monitor the command's energy conservation management program on a quarterly basis.

4. Temperatures. Commanding Officers shall comply with the temperature standards provided by this instruction:

a. Domestic hot water temperatures shall not exceed 105 degrees Fahrenheit, and shall be maintained to minimize energy consumption.

b. Use of portable auxiliary heaters will not normally be permitted, as they usually result in inefficient use of energy. An exception to this rule may be permitted on a case-by-case basis whenever it can be established that use of a portable heater can actually result in an overall energy savings. For example, if duty personnel or recruiting is occupying a small area of a large building which is centrally heated and controls are set to reduce overall temperature in the building at night or on weekends, it is usually more energy efficient to heat the small area with a portable or auxiliary device than use the central system which heats the entire building. Use of space heaters on a continuing basis must be approved by the Readiness Commander/Deputy Commander.

5. Consolidation of Administration Spaces. Each activity will consolidate its work areas into the smallest single area acceptable to its mission in order to reduce lighting, heating, and air conditioning requirements.

6. Interior Lighting.

a. Administrative Areas - During occupied hours, overhead lighting shall be 50 footcandles at work stations, 30 footcandles in work areas, and 10 footcandles in passageways. During unoccupied hours, all possible lighting systems shall be turned off. The use of incandescent lighting shall be minimized. High efficiency fluorescent and other high efficiency lighting systems shall be used to the maximum extent possible.



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b. All other areas - Lighting levels shall be set to minimize energy consumption.

7. Exterior Lighting. The maximum practical use shall be made of high efficiency equipment such as high pressure sodium lighting. Exterior lighting shall be turned off when not required, making use of automatic controls such as photocells and time clocks.

8. Heating, Ventilation, and Air Conditioning (HVAC) Systems. All HVAC equipment shall be operated and maintained to minimize energy usage. The following preventive maintenance service will be performed on HVAC units:

a. All air filters will be changed or cleaned monthly, or sooner if necessary. Clogged air filters cause air flow resistance which puts an additional load on the air handler motor thereby increasing electrical consumption.

b. Each NAVRESCEN will have a preventive maintenance contract for all HVAC units.



